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| **Job Title:**  | **U18 Representative Team Manager**  |
| **Reports To:**  | **Chairman – Youth and Representative Committee**  | **Jobs Reporting into the Job Holder:** | **The successful candidate will be responsible for recruiting their own support staff (Assistant, Physio, GK Coach)**  |
| 1. **Job Purpose**
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| * To recruit and develop a squad of male players aged 16 – 18yrs to compete in regional and national competitions.
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| 1. **Principal Accountabilities/Responsibilities**
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| * Deliver a comprehensive selection process (via open trials and a scouting network) to identify talented players to form a squad to compete in the 2018-19 FA County Youth Cup and Northern Counties Competitions.
* Provide timely updates to the West Riding FA Youth and Representative Committee and West Riding FA Marketing and Communications Officer.
* Act in accordance with legislation, statutory guidance and the Affiliated Football’s Policy and Procedures and any associated guidance.
* Ensure safeguarding is taken into consideration in all decision making and that safeguarding principles underpin all areas of activity with Under 18’s and vulnerable adults.
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| 1. **Person Specification**
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| **Knowledge/Experience/Technical Skills/Behaviours** |
| **Essential:-*** Minimum of FA Level 2 Coaching Qualification
* Emergency First Aid Certificate
* Online Safeguarding for Committee Course
* FA Safeguarding Children Workshop
* In date CRC Check
* A working knowledge of the structure and organisations within football
* Diplomacy and the ability to deal appropriately with confidential information
* Possess a dynamic, progressive attitude towards innovative practice and processes
* An ability to engage with both the paid and volunteer workforce
* A working understanding and application of inclusion, equality and anti – discrimination, safeguarding and best practice
* Influence and negotiation skills
* Ability to work flexibly and sometimes unsociable hours
* An understanding and appreciation for safeguarding minimum operating standards
 | **Desirable:-*** Knowledge of the club network across West Riding
* A proven track record of success in game in either a coach or manager Role
* UEFA B Coaching Qualification
* Licenced Coaching Club Member
* The FA Basic First Aid for Sport (BFAs) course
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| **b) Behaviours**  |
| * Problem Solving
* Teamwork
* Communicating
* Delivery
* Customer Excellence
* Developing Self and Others
* Leadership
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| **WRCFA Vision and Values**  |  |
| **Vision:** To create enjoyable and lasting memories through football **Values:**1. **Simple:** We keep our communication easy to understand and our processes uncomplicated
2. **Transparent:** We make our decisions and actions open , honest and consistent
3. **Accessible:** We are there for when our customers need us
4. **Inclusive:** We ensure that everybody can enjoy the game regardless of individual difference
5. **Relevant:** We understand the views needs and expectations of everyone involved in the game
6. **Care:** We are passionate about delivering an exceptional football experience
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